

UTAH TELECOMMUNICATION OPEN INFRASTRUCTURE AGENCY (UTOPIA)

BOARD MEETING MINUTES

APRIL 8, 2024

10:00 AM

UTOPIA FIBER OFFICES

5858 SOUTH 900 EAST

MURRAY, UTAH 84121

Board Members Present:

Board Members Joining Electronically:

Alex Jensen – Chair, Layton City
Adam Cowie – First Vice Chair, Lindon City
Councilmember Jeff Lambson – Second Vice Chair, Orem City
Matt Dahl – Third Vice Chair, Midvale City
Doug Hill – Fourth Vice Chair, Murray City
Councilmember Robyn Mecham – Centerville City
Bob Barnhill – Perry City
Coby Wilson – West Valley City
Mayor DJ Bott – Brigham City
Jason Sant – Alternate, Payson City
Marc Christensen – Alternate, Tremonton City
Mayor Denise Andreson – Cedar Hills, *Non-Pledging*

Board Members Absent:

Shawn Warnke – Tremonton City
Councilmember Brett Christensen – Payson City

Officers Present:

Roger Timmerman – UTOPIA Executive Director
Christa Evans – UTOPIA Secretary
Kim McKinley – UTOPIA Chief Marketing Officer
Nicole Cottle – UTOPIA Government Affairs Director
Aaron Leach – UTOPIA Chief Technology Officer

Officers Joining Electronically:

Jason Roberts – UTOPIA Chief Financial Officer

Others Joining Electronically:

Laura Lewis – Financial Advisor, Lewis Robertson & Burningham
Derek Oyler – City Administrator, Brigham City

1. WELCOME AND INTRODUCTIONS

The UTOPIA Board of Directors held a board meeting on April 8, 2024. The meeting was live streamed to allow public viewing. UTOPIA Chair, Alex Jensen (Layton City) called the meeting to order at 10:01 AM. He welcomed all attendees.

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UTOPIA Votes Present: 463

UTOPIA Majority Vote: 279

UTOPIA 2/3 Vote: 371

2. APPROVAL OF MINUTES – FEBRUARY 12, 2024

- [LINK: Substance of matters proposed, discussed or decided](#)
- There was no discussion on the minutes.

ACTION: Doug Hill (Murray City) MOVED to approve the minutes from the UTOPIA Board Meeting held February 12, 2024. Adam Cowie (Lindon City) SECONDED the motion. A voice vote was taken - vote was unanimous.

3. CONSIDER APPROVAL OF RESOLUTION UT 24-01: ADOPTION OF A TENTATIVE BUDGET FOR FISCAL YEAR 2025 FOR UTAH TELECOMMUNICATION OPEN INFRASTRUCTURE AGENCY (UTOPIA) AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING REGARDING THE BUDGET (JUNE 10, 2024)

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Jason Roberts, UTOPIA Chief Financial Officer
- Should come in very close to projected budget
- Salaries / benefits are below projections due to open positions taking longer to hire
- Possible rate increase of \$4 per month on most products due to inflationary pressures and bonding needs – mostly affects UIA customers but also some UTOPIA customers
- May be able to free up cash from bond reserve accounts and not have to increase rates
- Last rate increase was over 10 years ago
- Rate increases are administrative decisions, the board has input in the form of approving a budget
- Debt Service increasing \$313,500 – payment to cities increased by the same amount to offset the increase
- Projected operating expense increase of \$2.7 million
- Discussed various approaches to addressing URS Tier 2 Defined Benefit plan for employees
- Proposed COLA Increase of 3.25%, Merit Increase of 1.25%
- Requested FTE increase of 4 employees – total increase of \$418,000

ACTION: Adam Cowie (Lindon City) MOVED to approve Resolution UT 24-01 adopting the UTOPIA Tentative Budget for FY 2025 and setting the time and place for a public hearing (June 10, 2024). DJ Bott (Brigham City) SECONDED the motion. A roll call vote was taken - vote was unanimous with no vote from Doug Hill due to him excusing himself from the remainder of the meeting.

April 8, 2024

4. SET THE TIME AND PLACE FOR A PUBLIC HEARING TO CONSIDER AMENDMENTS TO THE UTOPIA FY 2024 BUDGET (JUNE 10, 2024)

- [LINK: Substance of matters proposed, discussed or decided](#)

ACTION: DJ Bott (Brigham City) MOVED to set the time and place for a public hearing to consider amendments to the UTOPIA FY 2024 Budget. Matt Dahl (Midvale City) SECONDED the motion. A roll call vote was taken - vote was unanimous.

5. CONSIDER APPROVAL OF RESOLUTION UT 24-02: APPOINTMENT OF GENERAL COUNSEL

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Roger Timmerman, UTOPIA Executive Director
- Nicole Cottle has been Director of Government Affairs for about the past year
- The General Counsel role will be in addition to her previous job duties

ACTION: Adam Cowie (Lindon City) MOVED to approve Resolution 24-02 appointing Nicole Cottle as UTOPIA General Counsel. DJ Bott (Brigham City) SECONDED the motion. A voice vote was taken - vote was unanimous.

6. UTOPIA FINANCIAL UPDATE

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Jason Roberts, UTOPIA Chief Financial Officer
- Projected budget vs. adopted budget
- Actual will most likely come in as projected
- Expenses a little under on payroll, network operating expenses projected to be higher than budgeted
- Financial charts
 - 10 Year Monthly Recurring Revenue (Combined UIA & UTOPIA)
 - UIA Revenue v. Bond Obligation
- In UIA, bringing in over \$1 million more than needed to cover bond payments

7. UTOPIA NETWORK UPDATE

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Roger Timmerman, UTOPIA Executive Director
- Review subscriber report
- New offerings – 2.5 Gig Tier available to service providers, lowered cost for 10 Gig Tier

8. ADJOURN

Utah Telecommunication Open Infrastructure Agency (UTOPIA) Board Meeting Minutes

April 8, 2024

- [LINK: Substance of matters proposed, discussed or decided](#)

There being no further business of the UTOPIA Board of Directors, the meeting on Monday, April 8, 2024, was adjourned at 11:26 AM.

I hereby certify the foregoing to be a true and accurate record of the proceedings of this meeting of the UTOPIA Board of Directors.

Christa Evans, UTOPIA Secretary

Approved this 10th day of June, 2024

DRAFT